Instructions/Rules/Advice to Run WUMP Software

WUMP database is an open source database that can be used to maintain the detailed primary data for the Water Use Mater Plan (WUMP). WUMP database helps us to collect, get or compile WUMP data in faster, convenient, with high accuracy and reliability of data. And we all know that we are using this online database for second time. This time not only RVWRMP is using this software but also Helvetes and many be others may use this database.

One year of experience in using this software, we have made some changes to make this software easier and more reliability. Major points to be careful to use this software are listed below.

1. Users: Is this software we have maintained four level of users: Admin User, Entry user, Verify user and Report User.
    a. Admin User: There is only one Admin user which control overall activities in this software. This user has access to all the facility of this software.
    b. Entry User: There is one entry user for each VDC. This means this time there are total 26 data entry users. The data entry users can entry data, view data, make corrections if wrong and delete their data only. They can access the data of their VDC only.
    c. Verify User: Now there are 8 verify users 1 for each district. Their main job in this database is to verify the data that is entered by the entry users of that district. The verify user simply click the tick mark if the data is right and cross the tick to make corrections in every data of all the forms. The Verify user is not allowed to view other district data.
    d. Report User: As name indicates the report user are allowed to view and get the data required for WUMP report writing. There are number of certain defined tables which can be accessed by Report user. They are not allowed to view the raw data and make any corrections to the data.
2. Login: For security and access to authorized user the login facility is available in this software. All the different users has their different usernames and passwords which they have to use to enter the system.
3. Basic Requirement to Open Software: The basic requirements to run this software are Computing Device, Internet Facility.
    a. Computing Device: The user can use this software from computer as well as Mobile. But it is preferable to user this software from Computer Only. It is easier, more convenient to use from computer. The computer should have internet browsers. Preferable: Google Chrome and Mozilla Firefox.
    b. Internet facility: Because this is online database, the net connection is computer is required. This time the facility of Offline Entry is removed.
4. How to Login:
    a. After you have basic requirements, open the Browser, then type www.wumpdata.com in Address bar of Browser.
    b. And there you will see home page which contains descriptions about WUMP and some photos related to WUMP. And also at right side, there you will see 'Login As' Menu which contains Helvetas, RVWRMP, and New User. You have to click the second option i.e., RVWRMP.

c. And then you will see Login Form, from where you can login to the Software. To login just enter the username and password and click in 'Sign In' Button. Below the button you can also see 'Remember Me' check box, once you click this check box, the Computer will save your username and password, and then further logins will not require to enter username and password. But it is not necessary, and it is not preferable to save username and passwords. At right side of this login form you will see the heading 'WUMP Data सबैका लागि' from where you can download Old WUMP Reports and WUMP related documents.

d. After you click Sign In button with right username and password, then you will see the page with menus, "गृह पृष्ठ", and other menus as per User Type, and at last your username.

5. How to Open Entry Form: After you login in the system, In the home page there you will see name of 15 annexes under the Heading "रेकर्ड दाखिला गर्नको लागि", Each Annex contains name of Formats, which you will click to open that format and start entry. You can also open the list of Annexes from the top menu "रेकर्ड दाखिला गर्नुहोस".

6. How to entry data: Open the form as in No 5 and then enter the data in the respected fields from the formats. And after entry of each record click 'सेभ गर्नुहोस' at last of the each form. Do not click the button twice. After entry you can view data which is described in no 7.

7. How to View Data: To view the data, click 'रेकर्ड हेर्नुहोस' and the select required annex and format which data you want to view.

8. How to edit: Go to view data as in No 7, then after each record you will see 'Edit', Click the edit, then you will see Edit form where you can make necessary corrections. After you make corrections click the button 'सेभ गर्नुहोस' to save changes.

9. How to delete data? Go to view data as in No 7, then after each record you will see delete icon which you can use to delete row of data. But be sure that the data is duplicated before clicking the delete button.

10. How to verify Data?
    a. The verify user only view the data of that district and check whether the data is correctly entered or not. To verify the data go to view data as in No 7, and if the data is right simply click the tick button and if the data is wrong, click the cancel button and edit the data to make correction in the record. Only after the verification of data, the data will be ready to produce report tables.

11. How to Logout? Simply point the mouse in the username of the Menu bar and select logout. Then you will be logged out and redirected to the login page. Never Forget to logout after finishing the work at a time.

12. Validation Rules: To remove duplications and to limit the difference in codes. Different types of validation are set.
    a. You do not have to enter District and VDC Codes. The codes automatically seen in the field. If not seen select from the drop down box.
    b. Once you enter the Cluster Code in Annex 1 SA-01, this codes will appear in every forms where required. So you need not to enter the cluster code twice, simply select the cluster code from the drop down box of other forms.

c. The source code that you enter in Annex 3 SA-03, will appear in other forms where required. Simple select source code from drop down.
   d. Once you enter the Scheme Codes in Social Formats(SA), these codes will be appear in Technical Formats(TA), never loss time by typing the code again simply select the scheme code from the drop down box. So enter the data of Social Formats of Schemes before entering Technical Formats.
   e. While entering Codes and numeric data never used Unicode format. Write in English for the codes and numbers. Ex. Do not write O for 0(Zero), and 'सी' for 'C' in codes.
   f. For ward no field simply select from the drop down. But is Annexes related to Scheme there is no drop down for ward, feel free to write ward numbers separated by comma (,).
   g. For the numeric data such as population, household enter only the whole number. If data not available you can simply leave it. Do not write the units such as 'जना, मीटर, लीटर' etc. Numeric data accepts number only.
   h. For the numeric data such as source LPS, or other numbers which contains decimal (.), write the numbers in separated with decimal (.). Do not use comma or other characters in place of decimal (.).
13. Because of the validation you should first entry the Data in Annex 1, then Annex 3 and then Annex 2 and other. That means before entry of Existing Schemes in Annex 2, you should enter the data of Annex 1 and annex 3.
14. Data Filter facility: In this software there is facility to filter the data by VDC codes, that means while viewing data the verify user and admin user can filter the data by VDC codes.
15. In some forms you can see plus (+) buttons. You can use this buttons while entering more than one source and more than one cluster beneficiary of the scheme. Use Plus (+) to add row and Minus (-) to remove the row.
16. You do not have to enter the data of Ward Level Planning in the software. Only enter VDC level planning data.
17. While entering data, be sure the data is correct before clicking the "Save button". Because it is not easy task to correct the wrong data.
18. In the software, do not double click in any link or button. Single click is sufficient.
19. Another new feature of this WUMP software is that you can download old WUMP reports and Documents from the login page at the right side. You can also find this document there.
20. This document is not the complete Manual for the system, it is just the document with key point which tries to overcome your difficulties and increase your knowledge to run system, which may no cover all your confusions, so please feel free to contact at any time to MIS. Based on the user requirements and comments this document could be updated.